

## **JOINT ADMINISTRATIVE & FINANCE / PUBLIC WORKS MEETING**

Thursday, November 12, 2009

9:00 a.m., Room A260

Meeting called to order by Vice-Chairperson Sebastiani at 9:00 a.m. Present: Kirsenlohr, Sebastiani, Ward, Klingforth, Johnson, Renner, Keckeisen, Morgan and Babcock. Excused, West. Also Present: Barb Petkovsek, Myrna Diemert, Ron Chamberlain and MaryAnn Bays.

Motion by Klingforth/Ward to approve the agenda as presented. Motion carried by unanimous voice.

Motion by Ward / Klingforth to approve the Administrative and Finance Minutes. Motion carried by unanimous voice.

Public participation will be addressed as required.

Correspondence: NONE

Reviewed RESOLUTION 74-2009 TO APPROVE & ESTABLISH A NON-LAPSING LOCAL ROAD & BRIDGE AID ACCOUNT. No action taken as this resolution was previously approved.

Discussion took place regarding the County Resolutions 1-1999 & 73-2002 which have highway positions assigned to State Traffic Maintenance Agreements that could possibly not be funded in 2010. Further discussed possibility of tying an employee retirement into one of the positions. No action taken.

Motion by Kirsenlohr / Klingforth to deviate from the agenda to address agenda items #13 and #16. Motion carried by unanimous voice.

Barb Petkovsek presented four reports to the Committees:

- Solid Waste Department Operating Results 2008/2007
- Solid Waste Department Operating Results 2007/2006
- Adams County Government Solid Waste Fund Revenue Expenditures
- Adams County Government Solid Waste Cash Payment T-Accounts Example

Discussion took place to insure how to allocate the funds released from the Long Term Care.

Motion by Ward/Kirsenlohr that the Wisconsin Department of Natural Resources Long Term Care funds in the amount of \$750,000 be distributed as follows:

- \$119,563 Operation Costs
- \$116,667 Payoff compactor Loan
- \$513,770 Unreserved (Deficit)

Motion carried by unanimous voice vote.

Discussed closure costs and associated line of credit reference for the 2010 Budget items.

The Public Works committee were excused at 10:15 a.m. and Administrative and Finance committee proceeded with their regular meeting.

**Administrative and Finance Regular Meeting Minutes**

**November 12, 2009**

**10:30 a.m.**

The regular meeting began at 10:30 a.m. roll call was taken. Present, Klingforth, Ward, Kirsenlohr, Sebastiani. Excused West. Sebastiani took over as acting chair.

Motioned by Klingforth to approve the check register. Motion fails for lack of second.

The check register will for Oct/Nov will be on the next agenda. These reports will be distributed weekly to the committee.

The budget gap for 2009 was discussed. The anticipated cap in June was \$598,000. As of today that figure has been refined to \$481,000. Planning and Zoning and Register of deeds have begun bringing in more revenues than was expected.

VSO will be overdrawn in 2009. There are excess revenues from interest and penalties from taxes. Sale of county property may fall short. Video Conferencing's first month savings was \$2,500 the second month savings was \$283. The number of hearing have been down. The committee would like a spread sheet of the savings from the video conferencing system.

Financial statements with budget comparisons for 2010 were presented. Barb told the committee that Liz is working on a business admin degree and account degree and she is working towards her CPA. The auditors may not be able to complete the federal and state financial statements in the future.

Motioned by Ward/Kirsenlohr to defer any action until next month related to changes to auditors preparing financial reports. Motion carried by unanimous voice vote.

Motioned by Klingforth/Kirsenlohr to forward resolution for 2010 tax levy. Motion carried by voice vote, 3 voting yes, 1 voting no. Voting yes, Klingforth, Kirsenlohr, Sebastiani. Voting no, Ward.

Next agenda items to include: Discuss and/or act on 1997 Dodge van.

Dehmlow, Keckeisen, Felts-Podoll present.

Dawn informed the committee the phone system at Solid Waste has been hit by lightening several times. She has received two bids, one from Markent Solutions for \$8,795 and the other from Five-Star for \$10,570.68.

Motioned by Ward/Klingforth to award bid to Markent Solutions. Motion carried by unanimous voice vote.

Motioned by Ward/Klingforth to forward nonlapsing election account resolution to county board. Motion carried by unanimous voice vote.

Representatives from Central Wisconsin Community Action and Mid-State Professional Services were present.

Motioned by Ward/Kirsenlohr to award the bid to MSA as recommended by the reviewing committee. Motion carried by unanimous voice vote.

Previously, Central Wisconsin turned in a folder of additional information. This information was submitted to each committee member with a copy of the agenda for their review. This was supplemental information supplied in addition to bid materials, after the deadline for bids. Each committee member also received a copy of the evaluation criteria that was used. The evaluation

criteria submitted to the committee was the same evaluation documentation submitted to the Administrative and Finance Committee on September 10, 2009.

Albert present at 11:30 to give the committee and update on the Hutchinson property. The judge is at a judicial conference in Milwaukee.

Motioned by Ward/Klingforth to have the corporation counsel and treasurer meet and discuss foreclosure procedures on the Hutchinson property. Motion carried by unanimous voice vote.

Motioned by Ward/Klingforth to adjourn at 12:10 p.m. until December 10<sup>th</sup> at 9:00 a.m. Motion carried by unanimous voice vote.

Respectfully Submitted,

Cindy Phillippi,  
Recording Secretary  
These minutes have not been approved.